

Aitkin County Board of Commissioners  
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 12-5-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

2013 Final Budget Discussions

Requested Meeting Date: 12-11-12 Estimated Presentation Time: \_\_\_\_\_

Presenter: Patrick Wussow, County Administrator and Kirk Peysar, County Auditor

**Type of Action Requested** (check all that apply)

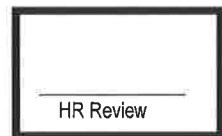
- For info only, no action requested
- For discussion only with possible future action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute \_\_\_\_\_
- Approve under Consent Agenda
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) Provide direction to staff

**Fiscal Impact** (check all that apply)

- Is this item in the current approved budget? Yes \_\_\_\_\_ No \_\_\_\_\_ (attach explanation)
- What type of expenditure is this?  Operating  Capital  Other (attach explanation)
- Revenue line account # that funds this item is: \_\_\_\_\_
- Expenditure line account # for this item is: \_\_\_\_\_

**Staffing Impact** (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected.  Yes  No
- Applicable job description(s) may require revision.  Yes  No
- Item may impact a bargaining unit agreement or county work policy.  Yes  No
- Item may change the department's authorized staffing level.  Yes  No



**Supporting Attachment(s)**

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) Budget & Levy Worksheet

**Provide (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.**

# AITKIN COUNTY ADMINISTRATION

**Aitkin County Courthouse**  
217 Second Street N.W. Room 130  
Aitkin, MN 56431  
218-927-7276  
Fax: 218-927-7374

**TO: Aitkin County Board of Commissioners**  
**FROM: Patrick Wussow, County Administrator**  
**RE: 2013 Final Budget Discussions**  
**DATE: December 5, 2012**

At the December 4, 2012 Budget Hearing the Board listened to opinions and concerns voiced by Aitkin County residents. At next week's Board meeting the Board will discuss the Budget Hearing and provide staff with direction for finalizing the 2013 budget.

Below is the time line of events leading us to the final adoption of the 2013 budget on December 18, 2012:

## **2013 Budget time lines**

- May 2012 – State Legislature Adjourned – no significant changes adopted
- June 1, 2012 – County Board held the first of two emergency meetings relating to flooding in Aitkin County
- June 6, 2012 – Board provided budget direction for the 2013 Budget
- August 14, 28 & September 4, 2012 – Budget Presentations from Department Heads to the County Board
- September 11, 2012 – Adopted Preliminary Budget and Levy
- October 9, 2012 – Board reviewed Appropriations/Dues expenditures
- November 6, 2012 – Board took action to reduce budget/levy
- November 27, 2012 – Additional budget discussion and reduction to 4%
- December 4, 2012 @ 6:05 p.m. – Budget Hearing
- December 11, 2012 – Review discussions and comments from citizens from Budget hearing. Board will provide directives for final budget.
- December 18, 2012 – Adopt final Budget and Levy.

## Aitkin County - 2013 Budget and Levy

|  | Adopted<br>2011     | Adopted<br>2012     | 9-11-2012<br>Proposed @<br>4.5%<br>2013 | Preliminary<br>Proposed @<br>4%<br>2013 |
|--|---------------------|---------------------|---|---|
| <b>Funds</b>   |                     |                     |   |   |
| General Fund   | \$10,888,593        | \$11,356,535        | \$11,488,235                            | \$11,549,657                            |
| Road and Bridge                                      | \$8,286,369         | \$11,114,966        | \$7,242,172                             | \$7,251,050                             |
| Health and Human Services                            | \$6,150,099         | \$6,027,449         | \$6,148,684                             | \$6,133,684                             |
| Debt Service (Jail Bonds)                            | \$409,750           | \$412,750           | \$409,875                               | \$409,875                               |
| GF Transfer to R&B                                   |                     | \$1,245,000         |   |   |
| <b>Total Expenditures</b>                            | <b>\$25,734,811</b> | <b>\$30,156,700</b> | <b>\$25,288,966</b>                     | <b>\$25,344,266</b>                     |
| Revenues   | \$14,285,265        | \$15,561,990        | \$12,796,450                            | \$12,886,450                            |
| County Program Aid                                   | \$528,130           | \$311,483           | \$524,082                               | \$524,082                               |
| Levy   | \$10,999,199        | \$11,384,171        | \$11,900,000                            | \$11,839,538                            |
| Total of Other Funding Options                       | \$191,311           | \$2,075,415         | \$570,001                               | \$593,766                               |
| Reserves Used in Dept Budgets                        | -\$269,094          | \$823,641           | -\$501,567                              | -\$499,570                              |
| <b>Total Revenues</b>                                | <b>\$25,734,811</b> | <b>\$30,156,700</b> | <b>\$25,288,966</b>                     | <b>\$25,344,266</b>                     |
| <b>Funding Options</b>                               |                     |                     |   |   |
|  |                     |                     |   |   |
| <b>Additions</b>                                     |                     |                     |   |   |
|  |                     |                     |   |   |
| <b>Removes</b>                                       |                     |                     |   |   |
|  | \$0                 | \$0                 |   | \$0                                     |
|  | \$0                 | \$0                 |   | \$0                                     |
| <b>Calculations</b>                                  |                     |                     |   |   |
| Levy Increase - Dollars                              | \$0                 | \$384,972           | \$515,829                               | \$455,367                               |
| Levy Increase - Percentage                           | 0.0%                | 3.5%                | 4.5%                                    | 4.0%                                    |
| Tax Capacity-2013 estimate                           | \$31,536,477        | \$29,290,000        | \$28,211,079                            | \$28,211,079                            |
| Estimated Tax Rate (before Disparity Aid Adjustment) | 34.878%             | 38.867%             | 42.182%                                 | 41.968%                                 |